



California Coastal Commission

# JOB ANNOUNCEMENT

## PERMIT ANALYST/PLANNER - COASTAL PROGRAM ANALYST I OR II

### SOUTH CENTRAL COAST DISTRICT OFFICE

#### VENTURA

FULL-TIME, 12-MONTH LIMITED TERM POSITION(S)

(WITH THE POSSIBILITY OF EXTENSION OR PERMANENT)

The California Coastal Commission is seeking new talented additions to its South Central Coast District Office team located in Ventura. The Commission is a small state agency that is charged with protecting coastal resources and managing coastal development in California. The mission of the Commission is to implement the Coastal Act and to provide for the balanced use of the coastal zone and to protect, restore, and enhance coastal and marine resources for the continuing benefit of current and future generations. Employees at the Commission enjoy working on a broad range of issues to plan for and manage coastal land uses while protecting important coastal resources including wetlands, habitats that support rare and endangered species, scenic landscapes and views to the sea, public shoreline access and recreation opportunities. The Commission's staff includes dedicated planners, scientists, attorneys and administrative staff.

#### **The duties of the Coastal Program Analyst I or II include the following:**

- Review coastal development permit applications for conformity with California Coastal Act requirements;
- Analyze coastal land use plans and zoning ordinances prepared by cities and counties in the coastal zone for conformity with California Coastal Act requirements;
- Prepare written recommendations to the Commission on permit applications and other matters;
- Review compliance by applicants with the terms of previously issued coastal permits;
- Monitor the coastal regulatory and planning programs of assigned cities and counties and participate through means such as commenting on proposed developments under review at the local level and assisting local government planners in interpretation of California Coastal Act and Local Coastal Program (LCP) policies;
- Provide information to permit applicants and members of the public regarding the Commission's regulatory and planning programs;
- Take a proactive approach to identifying and solving problems of LCP interpretation and implementation;
- Perform miscellaneous other tasks, including analyzing the environmental impacts of projects in the coastal zone; interpreting aerial photographs and mapped information; visiting the sites of coastal projects; and attending meetings with local, state, and federal government agencies;
- Some travel and fieldwork is required;
- Support public participation and public outreach;
- Prepare and present effective oral presentations;
- Possible work on grant projects.

Knowledge of the California Coastal Act; the California Environmental Quality Act (CEQA); current state planning law, and principles and practices of land use planning is critical. A background in planning, environmental studies or resource management, or a closely related field is desirable.

The successful candidates must demonstrate strong analytical skills and the ability to research and creatively explore complex coastal resource issues. Effective writing and verbal communication skills and the ability to work both independently and as a team member are critical. Candidates must be able to work cooperatively

with other local, state and federal agency officials. Analysts are expected to be rigorous in identifying issues and pro-active in their problem-solving efforts.

Duties will be adjusted commensurate with the level at which the position is filled.

**ELIGIBILITY:** Current state employees or former state employees with transfer or reinstatement rights at the Coastal Program Analyst I or Coastal Program Analyst II levels or comparable classifications. Eligible individuals on the Coastal Program Analyst I or Coastal Program Analyst II lists are encouraged to apply. Appointment is subject to the State Restrictions of Appointment (SROA) provisions. Applicants must clearly indicate the basis of their eligibility, including SROA, surplus, transfer, re-employment status, or list eligibility in the Examination or Job Title section on the State Application Form 678. Check the Commission's website for the next round of testing.

**SALARY:** Coastal Program Analyst I \$3168 – \$4906 per month  
Coastal Program Analyst II \$4711 – \$5900 per month

**CONTACT:** Steve Hudson, District Manager, South Central Coast District Office (Ventura)  
(805) 585-1800

Barbara Carey, Supervising Analyst, South Central Coast District Office (Ventura)  
(805) 585-1800

**FILING:** The position(s) will be open until filled. Funding for these positions is currently through June 30, 2015, but we anticipate some level of funding for fiscal year 2015/2016. We would like to fill the position(s) as soon as possible, so it is important to file your application immediately. Applications will be screened and only those most qualified will be interviewed. No relocation expenses are offered. Submit current resume, State Application Form 678 (indicating Ventura District Office) and writing sample to:

Human Resources Office  
CALIFORNIA COASTAL COMMISSION  
45 Fremont Street, Suite 1930  
San Francisco, CA 94105-2219  
(415) 904-5430 / toll free: 1-866-831-2540  
HumanResources@coastal.ca.gov

For more information about the California Coastal Commission and what we do and to obtain a State Application Form 678, visit our website at: [www.coastal.ca.gov](http://www.coastal.ca.gov). If you have questions you may e-mail us at HumanResources@coastal.ca.gov or call the above numbers.

Equal employment opportunity to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age or sexual orientation. It is an objective of the State of California to achieve a drug-free state work place. Any applicant for state employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

California Relay Service for the Hearing Impaired call 711